



**Insurance Consulting – Liability, Property, LODA, WC
RFP No. 100161-FY15-01
Addenda No. 1**

ADD SECTION III.3.B.1) LODA, Recurring Services to page 4 as follows:

- * Assist with analysis of historical data and trends. Prepare Incurred But Not Reported (Claims) (IBNR) reports (Workers' Compensation and/or Liability).
- * Annual review and consultation related to coverage limits, deductibles, self-funding limits, exposures, etc.
- * Annual review of prospective funding and underwriting renewal analysis including but not limited to the examination of claims experience, administrative services, legislative updates, network discounts, billing rate tiers and cost allocation, customer service and communications resulting in effective and constructive negotiations with vendors.

ADD SECTION III.A.2), III.B.2) and III.C.2) . . . Task Order Services include:

- * Formal RFP solicitation services

1. What is the current annual fee paid to the incumbent broker

2010	14,095.55
2011	13,500.00 + \$12,000 for bidding services
2013	23,346.84
2013	17,751.33
2014	16,984.00 Estimated

2. Please supply the number of hours your current provider incurred for the last 12 months along with the current rate structure.

80 hours

3. How old is the existing relationship with the current provider?

Five (5) Years

4. Beyond the semi-annual meetings already requested, how many in-person meetings do you anticipate within the service year?

No additional meetings are anticipated, but may be required.

5. Would an RFP for coverage fall outside of Recurring Services and within the additional Task Order area of service?

Answered above with addition of various sections.

6. When do you anticipate your next RFP for insurance coverage?

Our existing contract has been in effect since 7/1/11. A determination would be made whether to renew or rebid in consultation with the consultant based on projected renewal trends of known potential providers.

7. Section X does not reference any large retentions, loss sensitive rating plans or self-insurance. Can you provide additional information regarding the request in Section III - workers compensation and general liability IBNR and self-funding analysis?

Answer will be provided in subsequent addenda.

8. Does the Town operate a water and/or sewer utility?

Both

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